

Tolland Board of Education
Finance and Facilities Committee Minutes
Special Meeting – April 5, 2021

Members present via zoom: Dr. Walter Willett, Christine Griffin, Jacob Marie, Dana Philbin, Renie Besaw

Meeting called to order at 6:00 pm

Discussion on the \$474,000 budget reduction proposed by the Town Council. Dr. Willett presented the first draft of the End of Year Phase 1 document. Currently there is an estimated available balance of about \$1 million. Of this amount approximately \$720,000 is expected to be encumbered by year end which includes Paraprofessional settlement pay, food service shortage, PPE, BGP items for moving into the new building, athletic uniforms, curriculum work, overtime and Chromebook cases. Dr. Willet also presented a list of items that can be purchased with FY21 funds which were included in the FY22 budget. The only proposed reductions at this time are science textbooks (which are no longer needed due to online resources) and changing the HR generalist to a 10 month secretary position. With all these items there is approximately \$50,000 that will still need to be adjusted for through pre-purchasing or reductions.

Discussion took place on some of the expenses to be paid in the current year and the Education Reserve Fund. Also discussed was the potential split of any remaining FY21 funds similar to last year between the ERF, Covid Relief Fund and back to the town. Ms. Besaw and Ms. Griffin would like the \$177,863 for the Paraprofessional settlement to be encumbered and removed from this document as it is not an optional expense and the amount is finalized. Dr. Willett will follow up with Mark McLaughlin as to whether this expense was incurred already. For now, we will move this to Section 2. Ms. Besaw, Mr. Marie and Ms. Griffin agreed that this was a good starting document and it will have to evolve as the year finishes. Ms. Philbin would like to see the superintendent go in a different direction and not pre-purchase items for next year and use FY21 funds for current year expenses. Dr. Willett will bring this to leadership to add to a future agenda item sometime in April for a full board discussion.

Meeting was adjourned at 7:00 pm

Respectfully submitted,
Christine Griffin